

# Holder Transmittal and Checklist for Annual Report of Unclaimed Property

Issued under the authority of P.A. 29 of 1995. Filing is mandatory. Failure to file is punishable by fine.

This transmittal must accompany your annual report whether you are filing on paper, diskette or tape. If your report does not meet Treasury specifications it will be returned to you. Holders filing from multiple branches under one federal employer number must coordinate a branch identification number with the UPD.

Mail to:

Unclaimed Property Division  
Michigan Department of Treasury  
Treasury Building  
Lansing, MI 48922

		Report Year
<b>General Information</b>		
Holder's Name	Federal Employer ID Number	UPD Branch ID No.
Address	State of Incorporation	Date of Incorporation
City, State, ZIP	County	Report Number <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3
Did you exercise due diligence this report year? <input type="checkbox"/> Yes <input type="checkbox"/> No	Did you file a <i>Report of Unclaimed Property</i> last year? <input type="checkbox"/> Yes <input type="checkbox"/> No, explain:	
Primary business activity	Report Type <input type="checkbox"/> Annual <input type="checkbox"/> Compliance <input type="checkbox"/> First <input type="checkbox"/> Audit <input type="checkbox"/> Other	What media type are you filing? tape <input type="checkbox"/> disk <input type="checkbox"/> paper <input type="checkbox"/> Do not mix media types for the same report.
Annual Sales/Premiums	Is the company? Yes No a wholly-owned subsidiary? ..... <input type="checkbox"/> <input type="checkbox"/> a division? ..... <input type="checkbox"/> <input type="checkbox"/> publicly traded? ..... <input type="checkbox"/> <input type="checkbox"/> private? ..... <input type="checkbox"/> <input type="checkbox"/>	
Total Assets		
No. of Employees		

## Reporting Requirements

You must report and submit all property (defined in General Instructions) in your custody that belongs to someone else and has gone unclaimed.

Attach payment here.

- Total number of safety deposit boxes reported ..... a.
- Total number of shares reported ..... b.
- Total number of securities sent to custodian ..... c.
- Enter the value of cash accounts over \$49.99 ..... d.
- Enter the value of cash accounts \$49.99 and less ..... e.
- Enter the **total amount paid** with this transmittal ..... f.

<input type="checkbox"/> Physical <input type="checkbox"/> Book
\$
\$
\$

## Certification

I declare, under penalties imposed by P.A. 29 of 1995, as amended, that I have examined this report and to the best of my knowledge it is true and complete.		
Print Contact Name	Check this box if the contact person is an agent. <input type="checkbox"/>	Telephone
Authorizing Signature	Title	Date

If you are a successor, attach a separate sheet listing the names and last known addresses of all previous holders of the property being reported. If you have changed your name during the reporting period, attach a separate sheet listing all prior names. **Holder must complete the checklist on the back of this form.**

<b>Treasury Use Only</b>		
Date Received	Tape Numbers From	To Total Number of Tapes Received

P/C	Description	\$ Amount	P/C	Description	\$ Amount
AC01	Checking accounts		SD01	Safe deposit box contents	
AC02	Savings accounts		SD02	Other safekeeping	
AC03	Matured CD or saving certificate		SD03	Other tangible property	
AC04	Christmas Club funds		CT01	Escrow funds	
AC05	Money on deposit to secure fund		CT02	Condemnation awards	
AC06	Security deposits		CT03	Missing heirs	
AC07	Unidentified deposits		CT04	Suspense accounts	
AC08	Suspense accounts		CT05	Other court deposits	
AC99	Aggregate account balances under \$50		CT99	Aggregate court deposits under \$50	
CK01	Cashier's checks		IN01	Individual policy benefits or claim payments	
CK02	Certified checks		IN02	Group policy benefits or claim payments	
CK03	Registered checks		IN03	Proceeds due beneficiaries	
CK04	Treasurer's checks		IN04	Proceeds from matured policies,	
CK05	Drafts			endowments or annuities	
CK06	Warrants		IN05	Premium refunds	
CK07	Money orders		IN06	Unidentified insurance remittances	
CK08	Traveler's checks		IN07	Other amounts due under policy terms	
CK09	Foreign exchange checks		IN08	Agent credit balances	
CK10	Expense checks		IN99	Aggregate insurance property under \$50	
CK11	Pension checks				
CK12	Credit checks or memos		SC01	Dividends	
CK13	Vendor checks		SC02	Interest (bond coupons)	
CK14	Checks written off to income		SC03	Principal payments	
CK15	Other outstanding official checks		SC04	Equity payments	
CK16	CD interest checks		SC05	Profits from stocks/bonds	
CK99	Aggregate uncashed checks under \$50		SC06	Funds paid to buy shares	
			SC07	Funds for stock & bonds	
MI01	Net revenue interest		SC08	Shares of stock returned by post office	
MI02	Royalties		SC09	Cash for fractional shares	
MI03	Overriding royalties		SC10	Unexchanged stock of successor corp.	
MI04	Production payments		SC11	Other cert. of ownership	
MI05	Working interest		SC12	Underlying shares of other outstanding cert.	
MI06	Bonuses		SC13	Funds for liquidationof unsurrendered	
MI07	Delay rentals			stock or bonds	
MI08	Shut-in royalties		SC14	Debentures	
MI09	Minimum royalties		SC15	US government securities	
MI99	Aggregate mineral int. under \$50		SC16	Mutual fund shares	
			SC17	Warrants (rights)	
MS01	Wages, payroll, salary		SC18	Matured bond principal	
MS02	Commissions		SC19	Dividend reinvestment plans	
MS03	Worker's Comp. benefits		SC20	Security credit balances	
MS04	Payment for goods & services		SC99	Aggregate security-related cash under \$50	
MS05	Customer overpayments				
MS06	Unidentified remittances		TR01	Paying agent accounts	
MS07	Unrefunded overcharges		TR02	Undelivered or uncashed dividends	
MS08	Accounts payable		TR03	Funds held in fiduciary capacity	
MS09	Credit balances - acct. receivable		TR04	Escrow accounts	
MS10	Discounts due		TR05	Trust vouchers	
M,S11	Refunds due		TR99	Aggregate trust property under \$50	
MS12	Unredeemed gift certificates				
MS13	Unclaimed loan collateral		UT01	Utility deposits	
MS14	Pension & profit share plans		UT02	Utility membership fees	
MS15	Dissolution or liquidation		UT03	Utility refunds or rebates	
MS16	Misc. outstanding checks		UT04	Capital credit distributions	
MS17	Misc. intangible property		UT99	Aggregate utility property under \$50	
MS18	Suspense liabilities		ZZZZ	Properties not identified above	
MS95	Unclaimed parimutual tickets				
MS99	Aggregate misc. property under \$50			Total This Column	\$
	Total This Column	\$		Grand Total Paid	\$